TECHNICAL EXHIBIT 29 TYPES OF WORK REQUESTS

The three forms displayed in this technical exhibit are used by the majority of customers to communicate specifications for products requested. Each of them contains the same fundamental blocks for production specifications. The information indicated on the forms includes:

- a. Requestor.
- b. Date of request.
- c. Delivery date.
- d. Delivery instructions.
- e. Title of publication.
- f. Classification.
- g. Number of originals.
- h. Number of Copies.
- i. Sides to be printed.
- j. Finished size.
- k. Paper type.
- I. Image color.
- m. Binding instructions.
- n. Billing instructions.
- o. Additional Instructions.

These forms may be received either in hardcopy form or as a digital file accompanying an online submission. Derivatives of these forms are used locally to eliminate unnecessary specifications or to add additional blocks for specifications that are unique to that location. See Technical Exhibit-30.

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DD FORM 843, JUL 55 (EG)

PerFORM (DLA)

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			PART /	A - REQUEST								
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6. DESCRIPTION OF JOB a. APPROPRIATION CHARGEABLE												
b. TITLE, FORM NO., ETC.			Class	IFICATION ified Uncl (Specify)	lassified	d. NO. OF ORIGINALS	e. NO. OF COPIES EACH	f. DISPOSITI ORIGINAL				
7. SPECIFICATIONS (X and con	nplete all that ap	oly)										
a. TYPE REPRODUCTION Xerographic Offset Other (Specify)	b. PRINT One Side Other 6	Head to [Head to	c. FINISHED SIZ	8-1/2 Other White Other			e. INK	Other (Specify)			
f. COLLATE g. STAPLE h. ADDITIONAL SPECIFICATIONS (Including distribution, punching, padding, location of staples, etc.) Yes No No												
8. REQUESTER CERTIFICA	TION. I certify	that this work	is authorize	d by regulation	s and is	necessary t	o the conduct of	official busi	ness.			
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PART B - APPROVAL (For reproduction unit use only)												
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DD FORM 844, FEB 89 (EG)

Consolidates DD Form 283 and DD Form 844, which may be used until supply is exhausted.

PerFORM (DLA)